

# Student Affairs

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## Office of International Student Services and Engagement

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Albertus warmly welcomes international students. Our international staff help provide F-1 students with immigration advising to assist with questions related to applying for a F-1 visa, maintaining their status, and navigating work regulations as a F-1 visa holder. Various workshops are held during the academic year to assist students with specific areas such as internships, working after graduation, and tax laws in the US. In addition to immigration matters the Albertus international staff also offer exclusive programming for the international student community. For questions about F-1 regulations, I-20s, or engaging with the international student community at Albertus please contact [international@albertus.edu](mailto:international@albertus.edu).

### Maintaining Status

- Enrollment of at least 12 credits per semester for undergraduate students and 9 credits per semester for graduate students.
- Maximum enrollment of one online only class per semester.
- Make satisfactory academic progress (if a student is having academic struggles they must contact Albertus international staff right away).
- Contact Albertus international staff before dropping a class.
- Adhering to work regulations. All work must be authorized before a student begins.

### Students Must Communicate the Following:

- Change of US address
- Change of phone number
- Program major and minor change or declaration
- Travel outside the US
- Taking a break from school

### Ending your Studies

Any F-1 students who need more time to graduate must contact Albertus international staff to extend their I-20 program within 30 days of their program end date.

- Students have 60 days to remain in the US after the program end date listed on their I-20.
- If a student wishes to withdraw from Albertus they are required to contact Albertus international staff beforehand and complete the Intent to Withdraw form through the Office of the Registrar.
- Students who wish to transfer out of Albertus must provide an acceptance letter to their new institution to transfer their I-20.